

Pentwater Historical Society
Executive Board Meeting
85 S Rutledge St.

Date: March 8, 2023

Call to Order; 11:30 AM by Dick Warner

Board Members Present: (Zoom Meeting)

Dick Warner
Beth Russell
Dan Hoekstra
Jim Lambrix
Dan Girvan

Karen Way
Norm Shotwell
Bart Zachrich
Mike Waidelich

Not Present:

Amy VanderZwart
Sylvia Warner

Motion to approve the agenda for todays meeting, seconded, approved

Motion to approve the minutes from Feb 8 2023 meeting as amended: seconded, approved

Reports :

Treasurer: Mike Waidelich / Bart Zachric

Mike presented the "Statement oof Activity" for the months of January and February of 2023. A motion to approve the report was made, seconded and approved.

Mike presented the proposed budget for 2023 and explained some of the assumptions that were used to create the report. A motion and a second were made to approve the report. Dan Hoekstra noted that the society trailer needed new tires and other maintenance. \$600 was added to the proposed budget and the budget was voted on and approved.

It was decided that CFOC endowment income are to be moved to the building fund.

Mike is working to move \$40,000 to the new Vanguard fund and will do so in One to two weeks.

President: Dick Warner

No Report

Marketing: Jim Lambrix

No new members.

Ron Beeber has a new "Guide by Cell" program available. Dan Hoekstra will contact him about the program

Dick Warner suggested that the board should place an ad in Pentwater This Week thanking the Sponsors for their contribution to the newsletter.

Director: Dan Hoekstra

There is a potential transfer of property at the Red Barn. Although Oceana County does have an interest in preserving the Red Barn, the Pentwater Historical Society does not have a direct interest and does not need to be involved.

Dan thanked the board for supporting his enrollment in an online class and he plans to make a presentation about the class on April 26th.

Trustee: Karen Way

Karen reported that all of the arrangements have been made for the spring dinner.

Dick Warner made a motion that the price for the dinner be increased to \$30 per person. The motion was seconded and approved.

Building Committee:

Beth Russell

No new funds have been received.

Norm Shotwell

Fr2RE?^QFr2RE

Does not have an update for the museum design. Steve Bass will be back in May and will have new information then.

New Business: Bart & Mike

The proposed maps that will be placed in downtown shops cost \$2,500 and it will cost an additional \$1,000 to \$1,500 to have the maps printed. They will be ready by the June dinner.

The maps will be placed inside of the downtown business.

Then next meeting will be on April 12, 2023, and it will be a Zoom meeting.

There will be an additional meeting at the museum on April 26, 2023.

There was a question if we should Zoom all meetings. It was tabled and will be discussed at the next meeting.

Meeting adjourned: Motion to adjourn meeting, seconded and approved. 12:45 pm.

Attachments:

Development Activity Report – Beth Russell

February, 2023

Completed

- Entered new gifts into LGL as they arrived, then sync'd to QuickBooks.
- Visited Gary Yakubowski to see progress on USS Sequoia model.
- Met with Pam Vanderploeg and Libby VanderPloeg. Moving forward with map drawn by Libby, text to be written by Pam. Nailed down costs for Libby's work. Determined best substrate for printing and display inside museums. Requested estimates of costs from two printers using Sintra as the material instead of foam board.
- After speaking with other board members and Jesse, the intern candidate, updated the Objectives in the agreement with Jesse Soelberg to plan his internship. He is vetting it with his advisor to make sure it meets the requirements of his program.
- Discussed digitization with Library of Michigan archivist, and their program loaning the equipment to small libraries or museums. It seems like it would be logical to get the equipment to coincide with Jesse's internship.
- Completed course on "Basics of Archiving"
- Reviewed some options for Collection Management System. Sent options to other board members (Norm, Dan, and Dick) and Mark Shotwell.
- Reviewed script for History on Hancock Audio, Engage by Cell. Setup ID in Engage by Cell so I can assist Ron at times.
- Transcribed hardcopy accession records to spreadsheet.... Did A-D folders, and ended up with 575 entries in my spreadsheet. This is in preparation for inventory and intern to implement a catalog management system. I believe we might be able to get volunteers to do the remaining folders. Another contact at church, Shannon Larson, who is also a member of PHS, said she would be willing to transcribe a folder also.
- Discussed having scheduled Facebook posts with Amy Z. She knows how to do this, and agreed it would make life easier for social media work. She has now scheduled a different post every Tuesday and Thursday for several weeks out.
- Sent application off to Silver Lake Sand Dunes Chamber/Visitor Bureau for membership in that organization. They have already put basic info for our museum and tours onto their "what to do" website for Silver Lake visitors. See <https://thinkdunes.com/business/pentwater-historical-society-and-museum/>.

In progress

- Search for additional Capital Improvement grants
- Investigate Advisory Board
- Gather data for annual report

To Do

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- Search for additional Capital Improvement grants
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- To Do**
- Fix LGL form for membership renewal to assign category of Membership and update the expiration date of the annual membership.
 - Apply for Bridging Michigan grant for USS Sequoia (February)